



# WASHOE COUNTY

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Grant Mgt. GE

## STAFF REPORT

BOARD MEETING DATE: April 14 2015

**DATE:** March 23, 2015  
**TO:** Board of County Commissioners  
**FROM:** Cathy Ludwig, Grants Coordinator, Emergency Management  
(775) 337-5859, [cludwig@washoecounty.us](mailto:cludwig@washoecounty.us)

**THROUGH:** Al Rogers, Management Services Director

**SUBJECT:** Recommendation to accept a 2013 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) Exercise grant passed through the State of Nevada, Division of Emergency Management for \$19,970.00, no County match required, retroactive for the period of March 20, 2015 through June 30, 2015 to fund expenses for the Incline Village full-scale (Mill Creek) Evacuation exercise; and direct the Comptroller's Office to make the appropriate budget adjustments.

(All Commission Districts)

### SUMMARY

Washoe County Board of County Commissioners is requested to accept a 2013 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) grant in the amount of \$19,970.00 to fund expenses for the Incline Village full-scale (Mill Creek) Evacuation exercise; to include, overtime and backfill for regional first responders and support consumable/expendable supplies for the exercise.

The grant is retroactive from the date the award was issued by the Nevada Division of Emergency Management.

Strategic Objective supported by this item: Safe, secure and healthy communities.

### PREVIOUS ACTION

### BACKGROUND

The Mill Creek Evacuation Exercise is a full-scale evacuation drill for Incline Village. It will test emergency response agencies from local and state levels, citizen evacuation, as well as citizen and pet sheltering. This large exercise will involve a voluntary evacuation drill for several neighborhoods, a test of the reverse-dialing contact system, law enforcement protection and traffic control, fire services and emergency medical system response, hospital participation, as well as Citizen Corps and American Red Cross volunteer activation. The exercise is scheduled for May 30, 2015.

AGENDA ITEM # 5F2

**GRANT AWARD SUMMARY**

**Project/Program Name:** 2013 Homeland Security Grant, Incline Village Full-Scale Evacuation Exercise Support.

**Scope of the Project:** *To provide reimbursement support for costs associated with the Incline Village full-scale evacuation exercise.*

**Benefit to Washoe County Residents:** *The benefit is to provide our regional first responder's with training to initiate an effective response to an emergency or disaster that would involve a neighborhood evacuation, this in return provides protection of life and property for residents of our County.*

**On-Going Program Support:** *This grant is for a specific deliverable. We will continue to seek grant funds for future exercises, as needed.*

**Award Amount:** \$19,970.00

**Grant Period:** March 20, 2015 through June 30, 2015

**Funding Source:** Department of Homeland Security

**Pass through From:** State of Nevada, Division of Emergency Management

**CFDA Number:** 97.067

**Grant ID Number:** 97067HL3

**Match Amount and Type:** *No match required.*

**Indirect Cost Rate (applicable to the award):**

Grant's recoverable indirect cost rate:

- Indirect costs are fully recoverable
- Sponsor does not allow for indirect cost recovery
- Sponsor has limited indirect cost recovery at \_\_\_ %
- Sponsor requires indirect Cost Rate Approved by Cognizant Agency

**Special Terms & Conditions:** *None, other than quarterly reporting.*

**Sub-Awards and Contracts:** *\$3,000 Exercise Documentation Vendor*

**FISCAL IMPACT**

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$19,970.00 in both revenues and expenditures in the following accounts:

<b>Cost Object</b>	<b>G/L Account</b>	<b>Amount</b>
Revenue:		
I.O. 11231	431100	\$19,970.00
<i>Expenditures:</i>		
I.O. 11231	710100	\$ 3,801.00
I.O. 11231	710350	\$1,500.00
I.O. 11231	710391	\$2,127.75
I.O. 11231	710400	\$ 11,970.00
I.O. 11231	710872	\$571.25

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners accept a 2013 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) Exercise grant passed through the State of Nevada, Division of Emergency Management for \$19,970.00, no County match required, retroactive for the period of March 20, 2015 through June 30, 2015 to fund expenses for the Incline Village full-scale (Mill Creek) Evacuation exercise; and direct the Comptroller's Office to make the appropriate budget adjustments.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: *“move to accept a 2013 Department of Homeland Security (DHS) State Homeland Security Program (SHSP) Exercise grant passed through the State of Nevada, Division of Emergency Management for \$19,970.00, no County match required, retroactive for the period of March 20, 2015 through June 30, 2015 to fund expenses for the Incline Village full-scale (Mill Creek) Evacuation exercise; and direct the Comptroller's Office to make the appropriate budget adjustments.*



**STATE OF NEVADA**  
**DEPARTMENT OF PUBLIC SAFETY (NDPS)**  
**DIVISION OF EMERGENCY MANAGEMENT (NDEM)**

2478 Fairview Drive, Carson City, Nevada 89701  
 Telephone (775) 687-0300, Fax (775) 687-0322

Grant Award		
<b>SUBGRANTEE:</b> Washoe County Office of Emergency Management	<b>CFDA / PROJECT NO:</b>	97067HL3
<b>ADDRESS:</b> 5195 Spectrum Blvd. Reno, NV 89512	<b>NDEM DUNS:</b>	607025848
<b>PROJECT TITLE:</b> Department of Homeland Security (DHS) Grant FFY13 - State Homeland Security Program (SHSP)	<b>SUB-GRANTEE DUNS:</b>	073786998
<b>GRANT PERIOD:</b> March 20, 2015 - June 30, 2015	<b>FEDERAL GRANT FUNDS:</b>	\$19,970.00
<b>Special Notes:</b>	<b>MATCHING FUNDS:</b>	
	<b>TOTAL:</b>	\$19,970.00

APPROVED BUDGET FOR PROJECT		
CATEGORY	TOTAL PROJECT COSTS	
Full Scale Exercise		\$19,970.00
<b>FEDERAL GRANT TOTAL</b>		<b>\$19,970.00</b>
<b>SUB-GRANTEE MATCH TOTAL</b>		

This award is subject to the requirements (federal, state, financial and program assurances) established by the Federal Government, the Nevada Department of Public Safety and the Nevada Division of Emergency Management. This award is subject to availability of federal funding.  
 Special Conditions: (If Applicable) This project is approved subject to such conditions or limitations as set forth on the attached page(s)  
 ATTACHMENTS: (1) FEDERAL & STATE ASSURANCES (2) FINANCIAL AND PROGRAM ASSURANCES (3) FEDERAL CERTIFICATIONS  
 (4) SCOPE AND TIMELINE OF WORK (5) LINE ITEM DETAILED BUDGET.

AGENCY APPROVAL		SUBGRANTEE ACCERTANCE	
Christopher B. Smith, Chief Name and Title of Appointing Official		Aaron Kenneston, Emergency Manager Name and Title of Appointing Official	
X	<i>[Signature]</i> 3/20/15 Signature of Approving Official Date	X	<i>[Signature]</i> 3-23-15 Signature of Approving Official Date

Internal NDEM Review

Chief  
 Designee 3-20-15

Form: NDEM - FFY2014

**CONFIRMATION COPY**